

JOB ANNOUNCEMENT

Berrien County Trial Court - Fifth District Court Attorney Magistrate
St. Joseph, MI

Attorney Magistrate - Full-time position available in Berrien County, Michigan - Salary: \$55,266

Required: Graduation from ABA accredited law school; admission to the practice of law in the State of Michigan and in good standing with the State Bar. A minimum of five years of paid fulltime trial court experience in the practice of law, or three years prior experience as an Attorney Magistrate or Attorney Referee in the Circuit, District, or Probate and Juvenile Court. A legal writing sample must accompany application. In accordance with statutory requirements, the District Court Attorney Magistrate must be a registered voter in Berrien County and must successfully complete the Michigan Judicial Institute/State Court Administrative Office Magistrate training program within one year after employment to retain position.

Duties: Appointed by the Chief Judge of the Berrien County Trial Court, the Attorney Magistrate, under the direct supervision of the Court Administrator and/or his/her designee, is responsible for conducting various hearings in accordance with the Court's statutory purpose, policies and procedures, which require a high degree of independent judgment and knowledge of Michigan Statutory and Case Law. This includes hearings associated with civil infraction, misdemeanor, small claims cases, determining probable cause, executing search warrants, conducting arraignments, and performing marriages. Prepares recommendations for the Judge(s) and Administrator and/or his/her designee after conducting legal research regarding legal matters impacting the Court and advises Judge(s) and court staff. The Attorney Magistrate may perform any or all duties of the Berrien County Trial Court Attorney Referee as assigned. Subject to a rotation with the other Attorney Magistrate and Non-Attorney Magistrate between St. Joseph and Niles Court locations.

Notes: Applicants may apply at a trainee level with less than the minimum experience. The successful trainee applicant will move, upon approval of the Chief Judge, from trainee salary level to full Attorney Magistrate salary level upon successful completion of the required minimum three years experience as an Attorney Magistrate or Attorney Referee. The Attorney Magistrate is an at-will employee who shall serve at the pleasure of the Chief Judge. However, in no event shall their appointment exceed three years unless specifically authorized by the Chief Judge not less than six months prior to the third anniversary date of appointment.

BERRIEN COUNTY, MICHIGAN - A great place to live and work. Berrien County is located in the southwest corner of the state. It is bordered on the west by 42 miles of Lake Michigan shoreline and on the south by the State of Indiana. Berrien County has a diversified economic base with its manufacturing, agriculture, tourism, and service industries. With the Lake Michigan resource and 306 inland lakes and rivers, Berrien County is a popular tourism destination, which is enhanced by the unique farm markets that abound within the area. The County's central location (fifty-four percent of U.S. manufacturing and sixty-five percent of Canadian manufacturing are within 500 miles) is serviced by major highways, airports, rail, and commercial ports which contribute to maintenance of the strong diversification of the economic base.

APPLICATION FOR THIS POSITION CAN BE OBTAINED AT THE FOLLOWING:

**PERSONNEL DEPARTMENT, BERRIEN COUNTY ADMINISTRATION BUILDING
701 MAIN STREET, ST. JOSEPH, MICHIGAN 49085
BETWEEN 8:30 A.M. AND 5:00 P.M.**

**JOB HOTLINE (269) 983-7111, EXT. 8919
BERRIEN COUNTY WEB SITE: www.berriencounty.org**

Equal Opportunity Employer